

**Administrative Arrangement
to enhance the cooperation and coordination between
the Directorate-General for European Civil Protection and
Humanitarian Aid Operations and
the United Nations Office for the Coordination of
Humanitarian Affairs, Response Support Branch
in the field of disaster preparedness and response**

1. The United Nations Office for the Coordination of Humanitarian Affairs (UN OCHA) is the leading global actor in ensuring better preparation for, as well as rapid and coherent response to, natural disasters and other emergencies as defined by General Assembly resolution 46/182 of 19 December 1991.
2. The European Commission Directorate-General for European Civil Protection and Humanitarian Aid Operations (DG ECHO) aims to preserve life, prevent and alleviate human suffering and safeguard the integrity and dignity of populations on behalf of the European Union. It achieves this through support to humanitarian actions and its Union Civil Protection Mechanism (UCPM), aimed at enhancing cooperation in the prevention, preparedness and response to natural or human-induced disasters.
3. The UCPM has developed into a robust regional emergency response instrument, including response capacities, in-kind assistance and expertise, which can be activated by any country or UN Agency, in response to disasters inside and outside the Union.
4. Natural and human-induced disasters are increasing in frequency and severity and the negative effects of climate change and environmental degradation are likely to increase the complexity of emergency response operations. Strengthening cooperation and synergies between UN OCHA, Response Support Branch (UN OCHA-RSB) and DG ECHO and their established networks, is therefore crucial to ensure coordination and coherence in emergency response and preparedness.
5. The important partnership and cooperation between DG ECHO and UN OCHA-RSB is long-standing and should continue to develop and evolve.
6. This revised Administrative Arrangement builds on the 2004 Exchange of Letters¹ between the United Nations Office for the Coordination of Humanitarian Affairs, and the European Commission concerning their cooperation in the framework of disaster response, and the initial Administrative Arrangement of 2015².

UN OCHA-RSB and DG ECHO have therefore reached the following understanding:

Scope

7. This Administrative Arrangement is intended to focus on cooperation and coordination, both in the preparedness and in the response phases to natural disasters and other major emergencies, between DG ECHO and UN OCHA-RSB (the 'Side' or together 'the Sides').
8. The present Administrative Arrangement is not intended to affect the agreements with other

¹ Commission letter ref. Cab 04D10475 of 27 October 2004 and UN reply of 28 October 2004.

² Commission Ref. Ares(2015)3283453 - 05/08/2015

services, institutions or bodies to which DG ECHO and the UN OCHA-RSB are or may be part of.

General objectives

9. The principal objective of this Administrative Arrangement is to ensure efficient cooperation and coordination between DG ECHO and UN OCHA-RSB in the preparedness for and response to natural disasters and other emergencies.

It aims to contribute to:

- Facilitating the efficient use of respective tools and capabilities in the preparedness and response to disasters;
- Enhancing cooperation and promoting synergies across a broad range of preparedness activities between DG ECHO and UN OCHA-RSB;
- Reaffirming and further enhancing the commitment to cooperate where appropriate in the International Search and Rescue Advisory Group (INSARAG) and the United Nations Disaster Assessment and Coordination (UNDAC) related activities at all levels, as well as in addressing the environmental impact of emergencies through UN Environment Programme (UNEP)/UN OCHA Joint Environment Unit (JEU);
- Enhancing cooperation and promoting synergies in the response phase between the Emergency Response Coordination Centre (ERCC) and the UN OCHA-RSB's managed emergency mechanisms, tools and services.

Roles and functions of the Sides

10. DG ECHO, through the ERCC, serves the EU Member States and Participating States³ of UCPM, with 24/7 operational capability. As the central operational hub for civil protection and humanitarian aid at EU level, the ERCC coordinates UCPM response and disseminates information. The ERCC performs worldwide monitoring of and reporting on natural and human-induced disasters and facilitates the delivery of UCPM assistance to affected countries. It has a Common Emergency Communication Information system (CECIS) with the 24/7 civil protection and marine pollution contact points in all the Member and Participating States of UCPM. In addition, the ERCC builds on DG ECHO's network of regional and country offices and has direct communication lines with the humanitarian aid contact points in Member States and humanitarian partners worldwide, in particular with the United Nations.
11. UN OCHA-RSB is responsible for developing, mobilising and coordinating the deployment of UN OCHA's international rapid response capacities to provide assistance to countries affected by natural disasters and other emergencies. UN OCHA-RSB manages: The Emergency Response Section (ERS) comprising of: The United Nations Disaster Assessment and Coordination (UNDAC) system; International Search and Rescue Advisory Group (INSARAG); the Operational Partners Unit (OPU); the Private Sector and NGO Unit (PSNU), the Connecting Business Initiative (CBi); the Coordination Platforms Unit (CPU); the UNEP/OCHA Joint Environment Unit (JEU) and the Civil Military Coordination Service (CMCS) comprising of: The Policy, Plans and Training Unit (PPTU) and the Field Operations Support Team (FOST).

Areas of cooperation

12. Early warning and rapid alerts
 - Recognising the respective mandates and expertise in the monitoring and assessment of natural and human-induced disasters, the Sides intend to share early warning and rapid alerts for relevant events through the UN OCHA RSB's managed emergency mechanisms, tools and

³ Iceland, Montenegro, North Macedonia, Norway, Serbia and Turkey.

services and the ERCC.

- The Sides intend to continue the collaboration on and further improvement of the Global Disaster Alert and Coordination System (GDACS) on-line alert and coordination tools, in particular automatic disaster alert notifications and impact estimations as well as the Virtual On-site Operations Coordination Centre (v-OSOCC) real-time coordination platform.

13. Joint preparedness activities

- DG ECHO intends to establish a strong connection with UN OCHA-RSB in the development and implementation of the Union Civil Protection Knowledge Network. The Sides intend to connect networks, share knowledge, information, expertise and know-how through the activities of the Union Civil Protection Knowledge Network, including trainings and exercises, lessons learnt, workshops, seminars, conferences, as well as the promotion and operationalisation of relevant research and innovation in support of preparedness and response activities.
- DG ECHO intends to continue participating in the Simulation Training Network coordinated by UN OCHA-RSB.
- The Sides intend to cooperate in and support the development of appropriate new technologies in emergency management⁴.
- The Sides intend to facilitate the making available of a number of slots in their respective training programmes, including the Union Civil Protection Mechanism Training and Exercise Programme and selected courses organised by UN OCHA-RSB (including UNDAC and UN - Civil-Military Coordination Training Programmes, Environmental Experts Training), with a view to opening the courses to civil protection experts from the Member and Participating States of the UCPM, to DG ECHO experts or to UNDAC members.
- The Sides intend to consider the exchange of know-how by organising short term exchanges of personnel to share expertise, experience and tools.
- The Sides intend to inform each other on their respective preparedness deployment missions and to offer possibilities, as appropriate, to participate therein.
- The Sides intend to collaborate on training and capacity development initiatives with a focus on crisis coordination and disaster management with National Emergency Management Authorities following requests from Member States and Participating States of the UCPM.
- The UN OCHA-RSB's managed emergency mechanisms, tools and services and the ERCC intend to test and update as necessary the functioning of standard operating procedures jointly decided between them during common training and exercises.
- The Sides intend to undertake a joint After Action Review/Lessons Learned process to identify and exchange lessons and good practices from emergencies where UNDAC, European Union Civil Protection (EUCP) and ECHO Field teams were deployed together.
- The Sides intend to update as necessary the guidance related to INSARAG External Reclassification in EU Modules field and table-top exercises (EU MODEX).
- The Sides intend to explore collaboration on private sector engagement in disaster response/management including a focus on gender and persons with disabilities.
- The Sides intend to explore collaboration on advancing the application of risk assessments and preparedness planning in the context of climate change.

⁴ E.g. INSARAG Coordination and Management System.

- The Sides intend to continue integrating environmental considerations in climate and disaster risk reduction, preparedness, response, and recovery, including by working to reduce the environmental footprint of emergency operations.
- The Sides intend to support each other on safeguarding the environment in the context of preparedness for and response to emergencies, including as part of DG ECHO's approach to reducing the environmental footprint of humanitarian aid.

14. Real-time information exchange

- The Sides, through their respective emergency response structures, intend to regularly exchange information on operational issues, to develop, without prejudice to any independent analysis, a common situational awareness in case of major disasters, and to facilitate the real-time exchange of non-sensitive information and information products⁵, including products derived from satellite imagery and earth observation data⁶. If the Sides intend to share this information with third parties, they should ensure that the original source is indicated.
- The Sides intend to share information and to cooperate on issues relating to the activation and deployment of EU response capacities and the respective rapid response coordination and assessment teams (i.e. UNDAC Teams and EUCP Teams), as well as on situational analysis (ERCC Situational Awareness Sector/EUCPT and UN OCHA/UNDAC Assessment & Analysis Cell), on assessed gaps of civilian means, and subsequent consideration and use of military assets, on customs facilitation issues, airport availability and any other issue of humanitarian logistics of common interest, with a view to improve operational preparedness and/or response.
- In particular, for situational analysis, both Sides envisage that their respective teams establish direct working relations and make best use of available tools and technology at their disposal to improve operational coordination and coherence.

15. Operational coordination, liaison and deployment of experts

- The Sides intend to implement the jointly developed operational guidelines for field cooperation between EUCP and UNDAC Teams and the jointly developed Standard Operating Procedures between UN OCHA-RSB and the ERCC.
- The Sides intend to circulate widely these two documents to the EUCP and UNDAC communities. The Side intend to include these two documents as part of their training curriculum to ensure that experts and particularly team leaders from both EUCPT and UNDAC understand the intended spirit of the cooperation and how this should be practically implemented in the field, in various configurations depending on the context and particularities of the situation.

Implementation arrangements

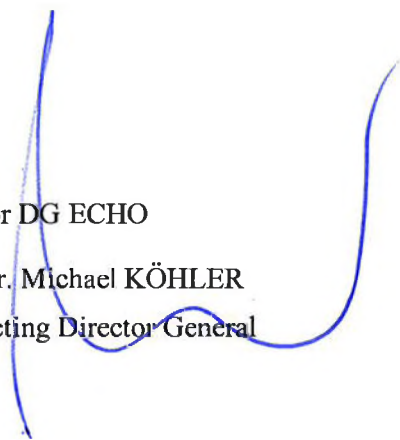
16. The Sides intend to further update the "Operational guidelines for field cooperation between EUCP and UNDAC Teams" and the "Standard operating procedures between UN OCHA-RSB and the ERCC" in respect of any specific area of cooperation covered by this Administrative Arrangement as appropriate and raise, as appropriate, any relevant issues pertaining to the implementation of this Administrative Arrangement.
17. The Sides intend to have regular conference calls and meetings to update each other on ongoing activities.
18. This Administrative Arrangement does not entail financial commitments from either Side. It is

⁵ E.g. ECHO Analytical Brief, Joint Research Centre Emergency Report, ECHO Daily Map, ECHO Daily Flash, ECHO Crisis Report, GDACS and v-OSOCC, OCHA Situation Reports, Assessment and Analysis Data.

⁶ E.g. Copernicus, UN Satellite Centre (UNOSAT).

understood that each Side is to bear its own costs deriving from its actions under this Administrative Arrangement. The activities of the Sides under this Administrative Arrangement are subject to the availability of appropriate funds.

19. This Administrative Arrangement does not intend to create any legal rights or obligations in respect of either Side under international or domestic law.



For DG ECHO

Mr. Michael KÖHLER
Acting Director General

Date: **06 JUL. 2022**



For UN OCHA-RSB

Mr. Ramesh RAJASINGHAM
UN Director of Coordination Division - UN
OCHA Geneva

Date: **06 JUL. 2022**

